

Town Meeting Coordinating Committee
Meeting on March 10, 2008

1. **Call to Order:** The meeting began at 5:16pm with all members present: Harry Brooks, Otto Stein, Judy Simpson, Peggy Roberts, Carol Gray, Stephanie O’Keeffe and Phil Jackson.

2. **Review of the minutes:** Otto moved, Harry seconded, and the vote was unanimous to accept the minutes from March 4, 2008.

3. **CPAC & JCPC Forum:** Planned for Wednesday, April 9, 7:30-9pm, at ACTV. Carol reported that Bonnie Isman and John Musante had confirmed that they’re willing to do the forum. Carol hasn’t heard back yet from Peter Jessop but hopes to talk to him before the CPAC meeting tomorrow. Judy will prepare the information for the papers to advertise the event. Carol will work on a flyer. The publicity deadline for this will be the weekend before March 31.

4. **Bus Tour:** The bus tour is scheduled for Sunday, April 13 from 2-4pm. Harry said the bus has been reserved for the tour, he just needs to go down to sign the paperwork. Carol and Harry will work on the bus tour.

5. **Packets:** The deadline for material for the first packet for Town Meeting members is Monday, noon, on April 7 (with the mailing on expected to be on April 9). The packet may include the warrant since it is supposed to be signed that day. Judy will have something ready for the mentoring program for the packet. Carol said we could have a flyer advertising the bus tour, the schedule of ACTV replays of the CPAC/JCPC program, and hopefully an announcement of precinct meetings.

Phil suggested calling new Town Meeting members after the April 1 election as we did last time to alert them to what’s in the packet and to welcome them to Town Meeting. He said the Town Clerk’s office would need to run a report of the new members. Phil and Judy said they would work on this task. Judy said we should send the new people a schedule of the events that have already happened so they can know when to watch replays. Stephanie suggested calling the people before the packet comes out. Carol said it would be great to call them before the 4/9 forum so they will have the chance to go.

6. **TMCC on Town Web Site:** Peggy sent in 8 agendas and 5 sets of approved minutes for posting on the website. Stephanie will check on how we could have the League of Women Voters’ Town Meeting Handbook posted online. Carol suggested we have a link to the Town Meeting Rules as well as the Town Meeting website. Peggy suggested having a link from the back page of the Town Meeting Handbook to TMCC’s page as well.

7. Communicating Concerns that have been raised to the moderator:

Peggy asked whether we had decided to write to the moderator or to meet with him. Carol asked that we have the moderator come speak with us in person. Someone asked what issues would be discussed with him. Carol said she had emailed a list of issues to Peggy which included adherence to the Town Meeting rule about alternating red and green cards, encouraging thought about having more diversity of perspective on the Finance Committee so that compromise could be worked out in that Committee instead of on the floor of Town Meeting with 200 people, and the concern raised by several at the last town meeting about speakers presenting untimed 5-10 minute talks about issues (such as a school person and the speaker advocating in favor of zoning changes to promote economic development).

Stephanie thinks it's reasonable to talk to the moderator, but suggested that the committee come to consensus about what we talk to him about first. Carol asked if we wouldn't all agree about following the rules such as alternating red and green cards. Phil said if the rules are not followed, then members of Town Meeting could raise a point of order. Harry said he thinks we should speak to the moderator if the rules aren't being followed. Phil said we have a way of dealing with suggestions and all suggestions should go through that system. Harry said we have the system for taking complaints from the public and we have a responsibility to respond to them, but that doesn't rule out that we as a committee can't raise issues. He thinks we have a responsibility to address problems we see in Town Meeting. Phil said he wasn't disagreeing with this. He said he doesn't disagree with having a meeting with the moderator. Judy moved and Phil seconded that we have a meeting with the moderator. Peggy said she would like to see improvement on the last meeting that TMCC had with the moderator. Harry said he thinks we should meet with the moderator at least once a year, maybe twice. The vote was unanimous to meet with the moderator.

Judy next moved that we meet with the moderator once a year and that the meeting be held after the spring Town Meeting. Harry made an amendment and Carol seconded, that the annual meeting be before Town Meeting. Phil said he would like to see us have a regular procedure that is repeatable. Carol agreed with the idea of having a repeatable process but proposed that this year we have the meeting before Town Meeting since we could discuss things from the last Town Meeting that might flow better. Carol and Harry voted in favor of having a meeting with the moderator before the spring Town Meeting; all others voted against. Next we voted on Judy's motion to have the meeting with the moderator after Town Meeting and the vote was unanimous in favor.

Peggy reported on an email request from a candidate for Town Meeting asking to be on the TMCC member list-serve for announcements. Stephanie pointed out that the Town Meeting Yahoo group that Mary Streeter runs allows Town Meeting candidates to be on the list-serve. Phil pointed out that with the shortage of staff, it may be hard to add people to the list-serve and then take them off if they're not in Town Meeting. A reply

will be sent suggesting checking the Town Website for all TMCC announcements and also the Town Meeting Yahoo group.

There was discussion about continuity between old TMCC and new committees since there will be three people up for reelection (Peggy Roberts, Phil Jackson and Stephanie O'Keeffe). Phil said he was not going to run for reelection and Judy said she was likely to resign so there may be another position open. There was a suggestion for a joint meeting of old and new members following the end of Annual Town Meeting. Phil brought up a concern about the procedure for voting in the election of TMCC members during a session of Town Meeting (e.g., maybe having voting going longer or smoother). Stephanie suggested voting be open until a half hour after the close of that Town Meeting session.

8. **TMCC Library Shelf:**

Harry suggested he and Judy meet with the director of ACTV about what's needed for discs for the library shelf. Judy talked to Rosemary Lewis about the print materials. There is already a shelf. Judy asked people to give her any materials that they would like to go on the shelf. Carol suggested Judy ask the Planning Department to donate a copy of the Zoning Bylaw and ask the Conservation Commission to provide a copy of the Open Space Plan.

Peggy had received a list of 45 articles for the warrant, but it did not contain the content of articles so there is not yet enough to help in beginning to plan the bus tour. It is hoped that the warrant will be signed on April 7, and there should be a draft by April 3.

9. **Adjournment:** Judy moved and Harry seconded, that we adjourn. All (Harry, Otto, Jody and Peggy) were in favor. (Phil and Stephanie had to leave earlier.) The meeting was adjourned at 6:40pm.

Carol Gray, Secretary